

**Trumbull Emergency Medical Service
Commission Meeting
June 22, 2010**

Present: John Butkus, Vi Watson, Joseph Rodriguez, Philip Lukianuk, Barbara Crandall

Absent: Louise Evans, Dominick Rutigliano, Shelley Ralsten

The meeting was called to order at 7:19pm. Minutes of May 25, 2010 were read by Philip Lukianuk. John Butkus moved, seconded by Joseph Rodriguez, to approve the minutes as written. Unanimous.

Vi Watson welcomed Mr. Lukianuk to the TEMS Commission as its newest member.

Commissioner's Reports

Joseph Rodriguez noted the TEMSA picnic will be held on July 25, 2010. John Butkus reported in the absence of Michael DeVecchio that the gator outfitting is almost complete. The graphics package for the new 905 is being determined. Mike will be working on the details with Carl from Highway Department. The disposition of 905 is unknown at this time.

Chairman's Report

Vi Watson had no report.

Old Business

1. TEMS Commission Bylaws/Mission Statement – John Butkus noted the bylaws are completed and will be distributed to the commissioners. The mission statement was discussed. Joseph Rodriguez recommended the commissioners present ideas for discussion through email so the statement can be developed.
2. Mutual Aid Contracts – no change.
3. Paramedic Contract Renewal – discussion was held regarding the process for bids and bid waivers. Barbara Crandall will contact the Finance Department for their recommendations. John Butkus will work with the Purchasing Director on the contract renewal. Tabled until the July meeting.
4. Policy & Procedure Manual – tabled until the July meeting.
5. Job Descriptions for Executive Staff – will be included in the P&P Manual for discussion in July.

New Business

1. Barbara Crandall presented to the Commission the list of TEMS members eligible for the 2009 tax abatement.

2. Special Events – Westfield Shopping Park will be holding its fireworks on July 2. The town concert is scheduled for Friday, September 10, 2010 at Indian Ledge Park.

Next Meeting

Due to conflicts with the next meeting date, it was decided to change the meeting to July 13, 2010 at 7:00 pm.

Adjournment

There being no further business, motion was made by John Butkus, seconded by Philip Lukianuk, to adjourn the meeting at 8:38pm. Unanimous.

Respectfully submitted,

Barbara Crandall
Administrative Assistant

The above minutes are considered a draft until they are approved at the next meeting of the TEMS Commission.